

**MINUTES OF THE COMMON COUNCIL  
WORK SESSION  
February 22, 2011  
City Council Chambers – Rouss City Hall**

**PRESENT:** President Jeff Buettner, Mayor Elizabeth Minor, Councilors John Tagnesi and Les Veach (4)

**ABSENT:** Vice-President Major and Councilors Evan Clark, Milt McInturff, John Willingham and John Hill (5)

President Buettner called the meeting to order at 6:03 p.m.

**Items for Discussion:**

**Presentation:** Parks & Recreation Board – Tim Grove, Chairman

Mr. Grove updated Council on what the Park & Rec Board is currently working on or has completed including the Disc Golf Course (valued at \$15,000 and paid for through donations), the Kiwanis Par Course revitalization, new exercise equipment, and an Eagle Scout project at the War Memorial Building honoring veterans. The board has spent a lot of time talking to residents about creating a soccer field at Park Place and is also looking at where more community parks should be. The board spent a lot of time getting citizen feedback on the alcohol in the park issue and the Discovery Museum in the park issue. The board is looking at lights and better grass for the ball fields and wants to make the entire park more handicapped accessible. Jim Barnett Park is becoming more and more a destination place with the upcoming World Series and BMX competition. The parks system continues to improve with the help of the user groups and the Winchester Parks Foundation fundraising events. The funds from the foundation were used for scholarships, Disc Golf, signage for the Green Circle, landscaping, furniture, and shelter improvements.

**Presentation:** Parks & Recreation Department – Brad Veach

Mr. Veach presented an overview of the operating expenses and revenue. The projects completed in 2010 include the Kiwanis Par Course, the Disc Golf Course, and the Timbrook House. Regional or national events being held by the department include the Babe Ruth 10 Year Old World Series, the National Bicycle League Northeast Region BMX Competition, the Salsa Fest, the Moonlight and Victorian Balls, Movies on the Mall, and the International Children's Festival.

**Vice-President Art Major and Councilor Milt McInturff arrived at the meeting at 6:22 p.m.**

Mr. Veach stated other events held at the park include the Easter Egg Hunt, Eggcessible Egg Hunt, Spookcessible Halloween Event, the Green Circle 5K, the Liberty 5K, community yard sales, and the Family Day Fishing Rodeo. The consolidation talks

between the City and County Parks Departments have not occurred as committee members have not yet been appointed by the County. The park has seen almost 1900 new memberships in 2010. The fitness room continues to get a lot of use and staff would like to expand the space and increase the number of equipment. The pool continues to get a lot of use as well. Staff would like to increase the time for open gym. Mr. Veach also presented the number of participants in each of the programs and the amount of use the shelters receive.

**Councilor Evan Clark arrived at the meeting at 6:35 p.m.**

Mr. Veach stated the new initiatives and priorities for the park include completing the Disc Golf Course by spring, replacing the outdoor pool sand filtration system, resurfacing the Lowry Tennis Courts, ADA projects in the park, and preliminary work on the amphitheater revitalization project.

**Budget Process Review & Presentation of Revenue Neutral Tax Rate:** Mary Blowe

Ms. Blowe stated the city had a positive holiday season as expected. As part of the budget process for FY12, the auditors have reviewed the revenue neutral tax rate of \$0.86. Ms. Blowe presented an ordinance to adopt the new tax rate. She also made a request to set the calendar for the Budget Committee meetings with President Buettner, Mayor Minor and Vice-President Major serving on the committee.

Vice-President Major moved to forward the ordinance to Council. *The motion was seconded by Councilor Veach then unanimously approved by voice-vote.*

**O-2011-05: AN ORDINANCE TO AUTHORIZE THE RENTAL OF A PORTION OF THE REAL PROPERTY OWNED BY THE CITY OF WINCHESTER LOCATED AT 301 EAST CORK STREET TO WINCHESTER PUBLIC SCHOOLS**

Public Works Director Tom Hoy stated the city has been in discussion with Winchester Public Schools to place their transportation office at City Yards. Staff completed a study on the expenses and is asking the school system to pay 25% of that figure. WPS is okay with the amount.

Councilor Clark moved to move O-2011-05 forward to Council. *The motion was seconded by Vice-President Major then unanimously approved by voice-vote.*

**R-2011-08: Resolution – Approval for Application for CLG Grant Funding for Historic District Survey**

Zoning Administrator Vince Diem stated the city went through this process last year to complete survey work on the Historic District. That work is in process now in the National Historic District. The application this year is to look at areas outside the national district in order to expand it for purposes of tax credits in the future. There is a 30% contribution required by the applicant which will be co-sponsored by the Preservation of Historic Winchester for an amount of \$8,750 each.

Vice-President Major moved to forward R-2011-08 to Council. *The motion was seconded by Councilor Veach then unanimously approved by voice-vote.*

**R-2011-09:** Resolution – Approval for Application for CLG Grant Funding for 2011 Preservation Virginia Conference to be held in the City of Winchester

Mr. Diem presented a proposal for another grant application to hold the 2011 Preservation of Virginia Conference at the George Washington Hotel. The city would be required to provide \$10,000.00 before the conference but would be reimbursed that amount once receipts are turned in after the conference is held.

Councilor Veach moved to forward R-2011-09 to Council. *The motion was seconded by Mayor Minor then unanimously approved by voice-vote.*

**Recommendation:** Cathy Shore, Christopher Martin, William Pifer, and Noah White as members of the Board of Equalization of Real Estate Assessments for a one year term expiring December 31, 2011.

Vice-President Major moved to forward the recommendations to Council. *The motion was seconded by Councilor Veach then unanimously approved by voice-vote.*

### **Establishment of IT Committee**

City Manager Jim O'Connor stated a request was made at the Council Retreat to look at the IT Department for improvements. He requested a committee be formed consisting of 2 Council members and 3 citizens to aid in drafting the RFP and to review the returned bids.

Vice-President Major moved to establish the committee. *The motion was seconded by Councilor Clark then unanimously approved by voice-vote.*

### **Report of Economic Redevelopment: Jim Deskins**

Mr. Deskins presented a monthly update on the real estate projects including 29-35 E. Boscawen Street, 146-148 N. Loudoun Street, 150 Commercial Street, the unimproved Spring Street, and the Solenberger building. He also reviewed the applications for the various incentive programs offered. He stated he has met with several boards to present the various programs available. The RFP for the events coordinator has been finalized. Four proposals were received and a recommendation will be coming forward.

### **Report of Planning Department: Tim Youmans**

Mr. Youmans presented an update on the Comprehensive Plan. He stated the last chapter was presented to the Planning Commission this past week. The Planning Department has been working closely with various staff throughout the process. The plan has been posted on the City's website under the Planning Department and a thread was posted on the City's Facebook page. Hard copies of the plan are available for review

in the Planning Department and at the Handley Library. Other items he is working on are the re-write of the Zoning Ordinance with Mr. Diem, the review of possible pocket neighborhoods north of Old Town, and working on easing the standards for PUDs. On the direction of Mr. O'Connor, Mr. Youmans has taken over the lead in the Green Circle Trail meetings. He is also working with the MPO on the Millwood Avenue Study. The next MPO Technical Meeting will be held March 7<sup>th</sup> at 10 a.m. and the Policy Board meeting will be March 16th. Mr. Youmans presented Council with the figures according to Wards received from the census data and reported Winchester is still on the positive side for residential growth.

President Buettner stated the recommendation from the MPO study should go to the Planning Commission for review before coming to Council.

### **Report of Liaisons**

Mayor Minor stated the Tourism Board will have 32 people coming on April 2-3 from AAA to familiarize themselves with the area.

Councilor Veach stated the CDC discussed the 108 Loans and will bring a recommendation forward. On a sad note, CDC member Skeeter Knee's wife, Nancy, past away.

Councilor Clark stated NSVRC Executive Director Chris Price resigned. The search for a new director has begun.

**EXECUTIVE SESSION:** MOTION TO CONVENE IN EXECUTIVE SESSION PURSUANT TO §2.2-3711(A)(1) AND A(7) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION OF INFORMATION REGARDING THE SUBJECT OF THE EMPLOYMENT, ASSIGNMENT, APPOINTMENT, AND PERFORMANCE OF SPECIFIC PUBLIC OFFICERS APPOINTEES, AND EMPLOYEES OF THE CITY OF WINCHESTER INCLUDING THE APPOINTMENT OF OR PROSPECTIVE APPOINTMENT OF MEMBERS TO CERTAIN BOARDS AND COMMISSIONS AND FOR THE PURPOSE OF RECEIVING LEGAL ADVICE AND STATUS UPDATE FROM THE CITY ATTORNEY AND LEGAL CONSULTATION WITH REGARDING SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY THE CITY ATTORNEY AND MATTERS OF ACTUAL OR PROBABLE LITIGATION AND PURSUANT TO §2.2-3711(A)(3) AND (6) FOR THE PURPOSE OF DISCUSSION OR CONSIDERATION OF THE SUBJECT OF THE ACQUISITION OF AN INTEREST IN REAL PROPERTY FOR A PUBLIC PURPOSE AND FOR THE PURPOSE OF DISCUSSION OF THE SUBJECT OF INVESTMENT OF PUBLIC FUNDS WHERE BARGAINING IS INVOLVED, AND WHERE IF MADE PUBLIC, THE BARGAINING POSITION OR FINANCIAL INTEREST OF THE CITY WOULD BE ADVERSELY AFFECTED.

Vice-President Major moved to convene into executive session at 7:36 p.m. *The motion was seconded by Councilor Veach then unanimously approved by voice-vote.*

Mayor Elizabeth Minor moved to reconvene in open session. *The motion was seconded by Councilor Clark then unanimously approved by voice-vote.*

Upon returning at 9:33 p.m., each member certified that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were discussed during the closed meeting, and that only those public business matters identified in the motion which convened the closed meeting were heard, discussed, or considered during the closed meeting.

*A roll call vote was taken, the ayes and nays being recorded as shown below:*

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
President Buettner	Aye
Councilor Clark	Aye
Councilor Hill	Absent
Vice-President Major	Aye
Vice-Mayor McInturff	Aye
Mayor Minor	Aye
Councilor Tagnesi	Aye
Councilor Veach	Aye
Councilor Willingham	Absent

### **Adjourn**

Vice-President Major moved to adjourn the meeting at 9:33 p.m. *The motion was seconded by Councilor Clark then unanimously approved by voice-vote.*